

Contract no. 708

LABOR AGREEMENT

between

TEAMSTERS LOCAL UNION 866

LIBRARY
INSTITUTE OF MANAGEMENT
AND COMPUTER SYSTEMS

and the

RUTGERS UNIVERSITY

LODI BOARD OF EDUCATION

July 1, 1990 to June 30, 1993

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RECOGNITION

The Board of Education, Lodi, New Jersey recognizes Local 866, I.B.T. as the sole and exclusive bargaining agent for all employees covered by the Agreement in all matters pertaining to rates of pay, wages, hours of work, benefits, other terms and condition of employment.

SCOPE OF BARGAINING UNIT

The Agreement includes all personnel employed as Head Custodian, Custodian, Custodial Worker, School Matron, Maintenance Repairmen, and Recreation Maintenance Men. Excluded are: Supervisor of Custodians, Maintenance Supervisor, Maintenance Repair Foreman, Reception Maintenance Supervisor, Assistant Supervisor of Custodians, Professional, Office, Teacher, Administration, Executive and other Professional employees.

NON BARGAINING UNIT PERSONNEL

A. Supervisors and other non-bargainable unit personnel shall not be permitted to perform work normally performed by employees covered by this Agreement, except as provided for herein:

(1) To replace an employee who is not qualified to continue the assignment.

(2) The Board may at its discretion hire temporary or part time help.

(3) Temporary transfers to fill the need of a licensed fireman will be restricted to the custodial classifications.

UNION-SECURITY-MAINTENANCE OF MEMBERSHIP

The Union shall furnish the Board with a complete list of all employees who are members in good standing of the Union as of the date of this Agreement and such persons shall continue as members in good standing of the Union for the duration of this Agreement. Employees who in the future elect to join the Union shall continue as members in good standing for the duration of the Agreement, therefore:--

The Board agrees that Dues Deduction Authorization shall be irrevocable for the term of the current Agreement, after which such authorization shall continue in full force and effect for each succeeding term of Agreement unless written notification is given to the Board

by the employee to cancel his authorization to deduct dues.

PROBATION PERIOD

The first three (3) months of employment shall be a probationary period and the Board shall have the right to discharge a probationary employee without assigning any reason for the discharge and shall not have recourse under the grievance procedure.

DUES CHECK-OFF

A. The Board agrees that it will, on the first payroll in each month, deduct the Union dues from the pay of each employee and transmit the same with a list of such employee to the secretary-Treasurer of Local 866, I.B.T. within ten (10) days after the dues are deducted.

B. The Union agrees to furnish written authorization, in accordance with the law, from each employee authorizing these deductions.

C. The Union will furnish to the Board a written statement of the dues to be deducted.

D. The Union agrees to indemnify and hold the Board harmless from and against any and all claims arising under this provision.

E. The Dues Deduction Authorization shall be submitted in the following form:

DUES DEDUC... AUTHORIZATION

Employed at Board of Education, Lodi

I hereby authorize my employer to deduct dues and initiation fees from my wages in accordance with the Constitution of the International Brotherhood of Teamsters, Chauffeurs, Warehousemen and Helpers of America (Art.X, Sect.111) as amended, and to transmit same forthwith to Local Union No. 866, affiliated with the International Brotherhood of Teamsters, Chauffeurs, Warehousemen and Helpers of America, located at 743 Main Avenue, Passaic, N.J. 07055.

This Authorization is to take effect immediately, and to continue as irrevocable for a period of one (1) year thereafter, or during the lifetime of the current contract--whichever is shorter, notification by the undersigned is given to the employer as to its cancellation.

Date: _____

Signature of Employee

Teamsters Union Contract (continued)

Dues Check-Off (continued)

F. If an employee covered by this Agreement does not become a member of Local 866 during any membership year which is covered in whole or in part by this Agreement, said employee will be required to pay a representation fee of 85% to the Local for that membership year. The purpose of this fee will be to offset the employee's per capita cost of services rendered by the Local as Majority representative.

SHOP STEWARD

A. The Board recognizes the right of the Union to designate a shop steward and alternates.

B. The authority of shop stewards and alternates so designated by the Union shall be limited to, and shall not exceed the following:

- (1) The investigation and presentation of grievances,
- (2) the collection of monies when authorized by appropriate Local Union action,
- (3) the transmission of such messages and information which shall originate with, and are authorized by the Local Union or its officers.

C. Shop Stewards and alternates have no authority to take strike action, or any other action interrupting the Boards business. The Board recognizes these limitations upon the authority of Shop Stewards and their alternates, and shall not hold the Union liable for any unauthorized acts.

The Board in so recognizing such limitations shall have the authority to impose proper discipline in the event the Steward or alternates have taken unauthorized strike action, slowdown, or work stoppages in violation of this Agreement.

D. Shop Stewards and alternates shall be permitted to investigate, present and process grievances without loss of time or pay. Such time in handling grievances shall be considered working hours in computing daily/or weekly overtime. The Union will cooperate to keep lost time to a minimum.

E. A Shop Steward or alternate shall not leave his work assignment without permission from his supervisor.

F. The Board will be advised in writing of the names of Shop Stewards and alternates who have been authorized to act on behalf of the Union.

VISITATION RIGHTS

A. A representative or representatives of the Union shall have access after an arrangement has been made with the Business Administrator, during working hours to all facilities, buildings, grounds and other places in which employees covered by this Agreement work for the purpose of adjusting grievances, negotiating the settlement of disputes, investigating working conditions and generally for the purpose of carrying into effect the provisions and aims of this Agreement.

B. Visitors will be limited to accredited representatives of the Local Union.

C. Visitors will make known their presence to the principal prior to carrying on the purpose of the visit.

BULLETIN BOARDS

A. The Board agrees to provide a suitable Union bulletin board in each place of work for the posting of official notices relating to Union meetings and other Union affairs.

NON-DISCRIMINATION

A. Neither the Board nor the Union will discriminate against any employee or those seeking employment because of race, creed, color, sex, or national origin, nor because of membership or non-membership in any church, society or fraternity.

SEPARABILITY

A. In the event that provisions of this Agreement shall at any time be declared invalid by any court of competent jurisdiction or through Government regulation or decree, this entire Agreement shall not thereby be invalidated, but the effect thereof shall be limited to the provisions thus affected.

B. It is further provided that nothing herein shall be construed to deny to any individual employee his rights under Civil Service, State or Federal Laws.

MILITARY LEAVE

A. Employees enlisting or entering the Military Or Naval Service of the United States, pursuant to the provisions of the Universal Military Training and Service Act and amendment thereof, shall be granted all rights and privileges by the Act.

NOTIFICATION TO THE UNION

A. The Board will notify the Union in writing of all promotions, demotions, suspensions and discharges.

B. The Board will notify the Union in writing prior to a layoff. The Union will be notified verbally of an intended discharge.

C. The Board will provide the Union with an updated list of covered employees showing name, address, classification, rate of pay, date of hire, date of entry in classification and Social Security Number.

D. The Board will notify the Union verbally of additions and deletions as they occur.

SENIORITY

Board seniority is defined as total seniority starting from the initial date of hire.

Board seniority shall be the basis for determining longevity, vacation entitlement, pay increments, and any other matter where a reference may be established except as may otherwise be provided for.

Classification seniority is defined as total seniority in a particular classification starting from the initial date the employee entered the classification. Classification seniority shall be the basis for preference in selecting a vacation period.

Least classification seniority shall be the basis for determining demotions to a lower pay grade.

Covered employees shall have preference to fill promotional job vacancies.

A promotion is defined as a move from a lower pay grade to a higher pay grade.

The Board agrees to offer promotions to the most senior qualified employee eligible in accordance with the attached promotional chart.

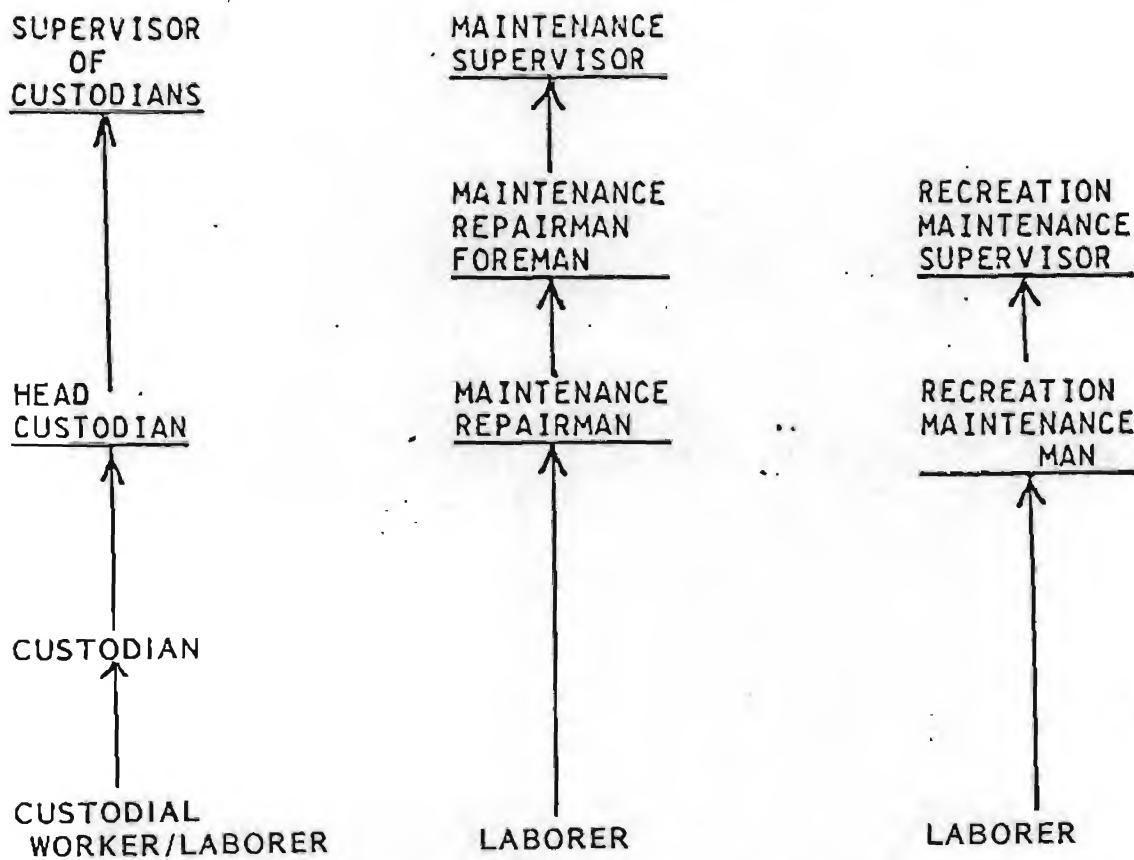
The Board further agrees that it will not be unreasonable or arbitrary in making a determination as to whether or not such employee is qualified.

The Promoted employee shall receive the rate of the new job classification.

The Union and the employee will be kept advised of the progress he makes in learning the new assignment and be given every assistance to successfully meet the requirements.

Employees shall not be required to perform work of a classification other than work normally associated with their own classification, except when the Board Secretary may determine an emergency exists, assignment of employees shall not exceed ninety (90) work days.

LINES OF PROMOTION



LABORER does not constitute a line of promotion on this chart in any category.

SICK LEAVE

A. Employees with one or more years employment shall be entitled to sixteen (16) sick days at the beginning of each contract year without loss of pay. Employees with less than one year shall be entitled to one and one quarter sick leave days with pay for each month of employment. Unused sick leave days shall be accumulated from year to year.

B. Employees requiring sick leave in excess of that provided for above shall be granted a leave without pay for at least one (1) year.

C. Employees on sick leave will continue to accrue seniority.

D. Sick leave pay shall not be used by the Board to compensate any employee injured on the job.

LEAVE ABSENCE

A. Any recognized official of the Union will be granted a leave of absence without pay for the purpose of attending to Union business outside the premises of the Board.

B. Employees will be granted three (3) personal days with pay on July 1 following their first anniversary date.

JURY DUTY

An employee called for Jury Duty will be excused from work for the period actually in attendance in Court and he will be paid the difference between Jury Duty fees received and his regular daily earnings for such time as he is required to be in attendance in Court.

FUNERAL LEAVE

In the event of a death in an employee's immediate family, namely: husband, wife, children, brother, sister, parents, parents-in-law, sisters-in-law, brothers-in-law, grandparents, and grandchildren, employees shall be paid for the time lost not to exceed four (4) days including day of funeral. Funeral days shall be granted on work days only.

HEALTH CARE INSURANCE PROTECTION

The Board shall provide Health care Insurance Protection for employees and their dependents equivalent to or better than the Insurance Benefits existing during the 1989-1990 school year.

1. Prescription Drug cost shall be \$3.00 Co-Pay effective July 1, 1990.
2. N.J. Dental Program (Plan 3A).
3. Dental Benefits - The Board shall increase dental benefits with New Jersey Dental to 90% to be paid by the Dental Plan for basic benefits. Orthodontic benefits shall be increased to a maximum of \$1250 in the second year of the Agreement.
4. Health Care for Retirees - Board to pay full amount of health care, dental, and prescription for employee who retires between ages 55-65. The Board shall cease payment of premiums upon the retired employee's 65th birthday.
5. Purchase of Health Insurance - Employees shall have the option to purchase all health insurances presently received, after age 65, by making a direct payment to the Lodi Board of Education. However, employees shall not have the option to purchase the prescription and dental plans.

PENSION AND ANNUITY FUNDS

The Board agrees to make available to all employees covered by this Agreement all the benefits provided for in the Teachers Pension and Annuity Fund or the Public Employees Retirement System, whichever is applicable.

SICK LEAVE REIMBURSEMENT

Upon the retirement or death of an employee, the Lodi Board of Education shall pay said employee for all unused sick days, up to a maximum of 240 days at the then per diem rate of said employees salary at the time of retirement or death. Per diem is defined as 1/20 of the gross monthly salary at the then prevailing rate at the time of retirement or death. In the event of the death of an employee, said monies shall be made payable to his/her estate.

Said monies may be paid by the Board Secretary in the month of July following the employees retirement or death. Employees who are employed by the Lodi School District for a period of less than 120 months shall not be entitled to the above retirement or death benefit.

DISCHARGES AND DISCIPLINE

A. The Board shall not discharge or discipline or suspend any employee without just cause.

B. Before any employee is discharged, there shall be a conference held between the Union and the Board or its representatives, whenever it is practicable to do so.

GRIEVANCE AND ARBITRATION PROCEDURE

A. A grievance within the meaning of this Agreement shall be any difference of opinion, controversy or dispute arising between the parties hereto relating to any matter of wages, hours, and working conditions, or any dispute between the parties involving interpretation or application of any provisions of this Agreement.

B. An aggrieved employee shall present his grievance in writing within twenty (20) days of its occurrence or such grievance will be deemed waived.

C. In the event of such grievance, the steps hereafter set forth shall be followed:

Step 1. The employee and the steward or the employee individually but in the presence of a steward shall take up the complaint with the immediate supervisor. In the event the complaint is not satisfactorily settled within three (3) working days the employee or the steward may forward the grievance to the next step in the procedure.

Step 2. The steward will discuss the grievance with the head of the department involved. In the event the grievance is not satisfactorily adjusted within three (3) working days, the grievance may be appealed at the next step.

Step 3. The Union Representative and the Board's Labor Relations representative, or any such designated person, shall meet to discuss the grievance within seven (7) working days at the completion of the previous step. In the event of failure to reach a satisfactory adjustment of the grievance within five (5) working days, the grievance may be taken to arbitration by either party upon notice to the other party.

D. If, at any time the aggrieved employee appeals his grievance before the Civil Service Commission then, from that point in time, the grievance and arbitration procedure can no longer be utilized to adjust the subject grievance.

E. If, in any of the foregoing steps, either party fails to carry out the procedure involved in these steps, the other party may take the dispute to arbitration.

F. ARBITRATION: Either party may apply directly to the N.J. State Board of Mediation for the appointment of an arbitrator.

(1) The decision of the Arbitrator shall be final and binding upon the parties hereto and the arbitrator's fee shall be borne equally by the parties.

(2) It is intended that all differences between the Board and the Union shall be settled through the grievance and arbitration provisions of this Agreement. Therefore, the Board agrees that it will not lock out its employees and the Union agrees that it will not sanction a strike, slow down, or work stoppages during the life of this Agreement.

HOURS OF WORK

A. The work week shall consist of eight (8) continuous hours per day for five consecutive days Monday thru Friday.

The Work Schedule shall provide a paid lunch period. The lunch period shall be one-half ($\frac{1}{2}$) hour.

The hours of work shall be as shown on the following chart:

It is understood, however that in the event a new school is opened, or in case of unusual circumstances, employee's hours of work may be subject to change.

B. A night differential of five percent (5%) will be paid for all hours worked on work schedules which begin on or after 3:00 p.m.

C. If, because of severe weather conditions the schools are closed, those essential employees who are required to come to work shall remain at work for a minimum of two (2) hours for Custodians, or until all snow has been removed from all schools

D. If Maintenance Men are required to stay beyond the two (2) hours on snow days for the purposes of plowing snow, said employee shall be compensated at the rate of time and a half.

RATES OF PAY

A. Employees will be classified in accordance with skills used and shall be paid not less than the minimum for such classifications in accordance with the table of Job Classifications and Rates of Pay in Schedule "A", which is attached hereto and made a part of this Agreement.

B. Any position not covered by Schedule "A" or any positions which may be established during the life of this Agreement shall be subject to negotiations on rates of pay between the Board and the Union.

SCHEDULES

WILSON

6:00-2:00
10:30-6:30
3:00-11:00

HILLTOP

7:00-3:00
10:30-6:30
3:00-11:00

WASHINGTON

7:00-3:00
9:00-5:00

ROOSEVELT

7:00-3:00

COLUMBUS

6:00-2:00
9:30-5:30

LINCOLN

11:00-7:00

MIDDLE SCHOOL

7:00-3:00
12:00-8:00
3:00-11:00

HIGH SCHOOL

6:00-2:00
10:00-6:00
10:00-6:00
3:00-11:00
3:00-11:00

MAINTENANCE

7:00-3:00

GROUNDS

7:00-3:00

PREMIUM PAY

A. All work performed in excess of eight (8) hours in a calendar day shall be paid for at one and one-half ($1\frac{1}{2}$) times the regular rate of pay.

B. All work performed on Saturday or Sunday shall be paid for at one and one-half ($1\frac{1}{2}$) times the regular rate of pay.

C. All work performed on an observed Holiday shall be paid for at one and one-half ($1\frac{1}{2}$) times the regular rate of pay in addition to the Holiday Pay.

D. Overtime in each school or work group shall be rotated in the order of seniority for the purpose of achieving equalization of opportunity to earn premium pay.

E. The Board shall not require any employee to take time off to compensate for time worked in excess of eight (8) hours in a work day or forty (40) hours in the work week.

SPECIAL LICENSES

A. The Board shall pay the State fee for the grant or renewal of any special licenses which the employee is required by State law to have in the performance of the duties and responsibilities covered by his job classification.

B. The Board shall compensate employees to attend any instruction requirements in accordance with pay provision of this Agreement.

HOLIDAYS

A. All employees shall receive the following Holidays with pay:

New Years' Day	Labor Day
Washington's Birthday	Columbus Day
Good Friday	Veteran's Day +
Easter Monday	Thanksgiving Day
Memorial Day	Day after Thanksgiving
July Fourth	Christmas Day
Day after New Year's	Christmas Eve & New Year's Eve
Martin Luther King's birthday	General Election Day x

B. Holidays which fall on Saturday shall be observed the preceding Friday, providing school is not in session.

C. Holidays which fall on Sunday shall be observed the following Monday, providing school is not in session.

D. In the event a Holiday(s) cannot be taken because school is in session, and equal number of substitute Holidays shall be granted.

E. All employees shall be granted those days in which school is not in session due to N.J.E.A. Convention as time off with pay.

F. Employees shall not be required to work in excess of four (4) hours on Fridays during the months of July and August.

VACATIONS

A. Employees will be entitled to vacation with pay in accordance with the following schedule:

<u>YEARS OF COMPLETED EMPLOYMENT</u>	<u>ENTITLEMENT WEEKS VACATION WITH PAY</u>
0 Months to 1 year	1 Day each month
1 Year to 10 years	12 Days
11 Years to 20 years	17 Days
21 Years to 30 years	20 Days
Over 30 Years	25 Days

B. In the event a Holiday named in this Agreement falls during an employee's vacation period, such employee shall receive an additional days' vacation with pay.

C. Vacation shall be selected and scheduled by April 15th of each year.

D. Senior employees shall be given preference in the selection of vacation periods.

E. Vacation pay will be paid on the pay day prior to the start of the employee's vacation period upon request of the individual employee, providing sufficient advance notice is given.

F. Employees may not be permitted to take more than ten (10) consecutive working days vacation during the months of July and August.

LAYOFF AND RECALLS

A. The Board may reduce the working force by lay-off only due to a permanent lack of work. In such event the following procedure shall be adopted.

(1) The employee with the least amount of seniority will be the first laid-off, providing the remaining employees are qualified to do the work.

(2) Notice of such layoffs shall be given at least forty-five (45) days before the scheduled lay-off.

(3) Any employee laid off shall be placed on the recall list for life.

(4) The Board, upon rehiring shall do so in the inverse order of seniority. The Board shall rehire the last employee laid off providing, however that such employee has the qualifications for the position for which he is rehired. Under no circumstances shall the Board hire from the open market while employees on the recall list qualified to perform the duties of the vacant position are ready, willing and able to be re-employed.

(5) Any notices of re-employment to an employee who has been laid off shall be made by registered mail to the last known address of such employee.

SEVERANCE PAY

An employee who is laid off shall be paid four (4) week's severance pay providing such employee has completed five (5) or more years.

UNIFORMS

A. Beginning with the 1986-1987 year, the Board shall provide employees within this bargaining unit with uniforms, on an annual basis for the duration of this Contract. The uniforms that the Board shall provide will be as follows:

1. Four shirts
2. Three pair of pants
3. One pair of shoes with steel tips
4. One jacket
5. Rain gear shall be provided the first and third years of the Contract.

The Board Secretary shall determine the color and style of the uniforms.

B. Uniforms must be worn on every work day by all employees. Any employee who fails to wear his/her uniform shall be suspended for one day without pay.

SAFETY

Employees will not be required to work under unsafe or hazardous conditions. The Board will supply any safety equipment required to perform a job.

PICKET LINES

A. It shall not be a violation of this Agreement, and it shall not be cause for discharge or disciplinary action in the event an employee refuses to enter upon any property involved in a primary picket line, including the primary picket line of Unions party to this Agreement and including primary picket lines at the Board's places of business.

MAINTENANCE OF STANDARDS

A. Protection of Conditions-----The Board agrees that all conditions of employment relating to wages, hours of work, overtime differentials and general working conditions shall be maintained at not less than the highest standards in effect at the time of the signing of this Agreement, and the conditions of employment shall be improved wherever specific provisions for improvement are made elsewhere in this Agreement. It is agreed that the provisions of this section shall not apply to inadvertent or bona fide errors made by the Board or Union in applying the terms and conditions of this Agreement if such error is corrected within ninety days from the date of error. This provision does not give the Board the right to impose or continue wages, hours and working conditions less than those contained in this Agreement.

MANAGEMENT RIGHTS

Except as may be otherwise provided for or modified within this Agreement, it is recognized that there are certain functions, responsibilities, and rights reserved to the Employer, among which are the direction and operation of the bargaining unit, the types of work to be performed, the work assignments of employees, the machinery, tools, and equipment to be used, hours of work, the right to hire, promote, transfer, discipline, or discharge employees for just cause and the making and enforcing of reasonable rules and regulations for discipline and safety of its employees.

TERMS OF AGREEMENT

This Agreement shall be effective as of July 1, 1990, and shall continue in effect until June 30, 1993. This Agreement shall not be extended orally, and it is expressly understood that it shall expire on the date indicated; however, in the event that a successor agreement has not been ratified by the date of expiration of the Agreement, this Agreement shall continue in full force and effect until a successor Agreement has been completely negotiated and ratified, provided that such successor Agreement shall be made retroactive to July 1, 1993.

IN WITNESS WHEREOF, the parties have caused this Agreement
to be executed by their duly authorized representatives.

TEAMSTERS LOCAL UNION 866 AFFILIATED
WITH THE INTERNATIONAL BROTHERHOOD
OF TEAMSTERS, CHAUFFEURS, WAREHOUSEMEN,
AND HELPERS OF AMERICA.

BOARD OF EDUCATION
BOROUGH OF LODI

By: Carmen Pelletteri

Carmen Pelletteri

By: Anthony Luna, Jr.

Anthony Luna, Jr.

By: Joseph Bruno Jr.

Joseph Bruno

By: William Barclay

William Barclay

BARCLAY UB

By: George De Nobile

George De Nobile, Chairperson

By: Joseph Roma

Joseph Roma

By: August P. De Falco

August P. De Falco

By: Joseph Capizzi

Joseph Capizzi, Board Secretary

DATED: January 3, 1990

ANNUAL SALARY RATE CHART

EXHIBIT "A"

1. All increments are effective July 1 of any given year.
2. To convert salary to hourly rate for the purpose of computing overtime, total straight time annual salary is divided by 2080 hours.

LONGEVITY

Employees shall receive, in addition to their salary, the following:

\$500 for longevity in July following the employee's 10th year anniversary date;

\$500 additional shall be received in July following the employee's 16th year anniversary date;

\$500 additional shall be received in July following the employee's 24th year anniversary date.

1990 / 1991 SALARY GUIDE

STEP	CUSTODIAL		SENIOR	HEAD	MAINTENANCE	RECREATION
	WORKER	CUSTODIAN	CUSTODIAN	CUSTODIAN	REPAIRMAN	MAINTENANCE
Start	\$25,560	\$25,952	\$26,023	\$27,175	\$27,175	\$27,175
1	\$26,069	\$26,652	\$26,921	\$27,955	\$27,955	\$27,955
2	\$26,576	\$27,548	\$27,815	\$28,735	\$28,735	\$28,735
3	\$27,078	\$28,054	\$28,710	\$29,513	\$29,513	\$29,513
4	\$28,841	\$29,870	\$30,770	\$31,377	\$31,377	\$31,377

1991 / 1992 SALARY GUIDE

STEP	CUSTODIAL		SENIOR	HEAD	MAINTENANCE	RECREATION
	WORKER	CUSTODIAN	CUSTODIAN	CUSTODIAN	REPAIRMAN	MAINTENANCE
Start	\$27,349	\$27,768	\$27,845	\$29,077	\$29,077	\$29,077
1	\$27,894	\$28,517	\$28,806	\$29,912	\$29,912	\$29,912
2	\$28,436	\$29,477	\$29,762	\$30,746	\$30,746	\$30,746
3	\$28,974	\$30,018	\$30,720	\$31,579	\$31,579	\$31,579
4	\$30,860	\$31,961	\$32,924	\$33,573	\$33,573	\$33,573

1992 / 1993 SALARY GUIDE

STEP	CUSTODIAL		SENIOR	HEAD	MAINTENANCE	RECREATION
	WORKER	CUSTODIAN	CUSTODIAN	CUSTODIAN	REPAIRMAN	MAINTENANCE
Start	\$29,264	\$29,712	\$29,794	\$31,112	\$31,112	\$31,112
1	\$29,847	\$30,513	\$30,822	\$32,005	\$32,005	\$32,005
2	\$30,426	\$31,540	\$31,845	\$32,899	\$32,899	\$32,899
3	\$31,002	\$32,119	\$32,870	\$33,789	\$33,789	\$33,789
4	\$33,020	\$34,198	\$35,229	\$35,923	\$35,923	\$35,923